



**Salisbury Planning Board**  
**Approved Meeting Minutes**  
**Public Meeting • Academy Hall**  
**December 5, 2022**  
**6:30 p.m.**

Joe Schmidl, Chair	Present	Loretta Razin, Member	Present
Jeff Blanchard, Vice-Chair	Present	William MacDuffie III, Member	Present
John Herbert, Member	Present	David Hostetler, Alternate	Present
William MacDuffie Jr., Alternate	Absent	Joe Landry, Alternate	Present
Jeff Nangle, Alternate	Absent	April Rollins, Town Administrator	Absent
Jim Hoyt, Alternate	Absent	Jennifer King, Recording Secretary	Present

Members of the public in attendance: none

Chair Schmidl opened the meeting at 6:31 p.m.

**OLD BUSINESS**

Approval of Minutes

The Board reviewed the minutes of November 5, 2022.

John Herbert **motioned** that they approve the minutes as written. Loretta Razin **seconded** the motion which passed successfully.

Review Proposed Amendments to Subdivision Regulations

The Planning Board reviewed and discussed the revisions made by Chair Schmidl to their Subdivision Regulations document, which were made following discussion of such at the last meeting. Revisions confirmed are as follows:

Page 6:

**Master Plan**

The year 2017 was removed from the Master Plan reference, as was the word “as”. The reference will only be

to the “current” Master Plan.

**Planned Unit Development/Cluster Development**

Chair Schmidl feels this is redundant because ‘Cluster Development and Planned Unit Development already appears on page 5. He suggests they remove this reference from page 6 (strike out entire paragraph)

Page 7:

**Soil Survey**

The Planning Board decided that the county level maps were acceptable (last sentence in paragraph struck)

**Street, Private**

Added the word ‘street’ to clarify that roads/streets are the same. Updated the definition of a private road:  
“More than 2 houses sharing a driveway.”

Page 12 and 13:

Formatting changes

Page 14:

**Subdivision Review Procedures, Application Review**

Public Hearing Requirements

Reviewed revisions that were made to this paragraph to eliminate redundancies and clarify the types of applications that do not require Public Hearings (struck the first and third sentences of this paragraph.

Page 15:

This section lists the 3 checklists that the Board uses:

Site Plans

Major/Minor Subdivision

Lot Line Adjustments

Page 16:

**Signing of the Plan, Item 4:**

Discussion occurred on the reformatting of this section. Removed reference to “proposed change” as it is now an actual change.

Page 18:

**Item 4:**

Corrected reference to “Shoreland Protection Act.” Also added line to clarify references to bodies of water in town.

Page 20:

Formatting and grammatical revisions.

Page 21:

**Open Space and Recreational Land:**

Chair Schmidl said that he copied in the text from their zoning ordinance regarding Open Space and Recreational Land. Formatting and grammatical revisions.

Page 22 and 27 and 29:

Formatting and grammatical revisions.

Page 34:

Dave Hostetler noted an incomplete sentence after the header for the section 'Geometric and Other Standards.' This sentence was struck.

Joe Landry said that on #15 it mentions bankrun gravel. He suggests they update that section because bankrun is more difficult to obtain now. Chair Schmidl said that before he makes that change, he would prefer to get input from the Road Agent. Discussion occurred regarding the formatting of the whole list for this section.

Chair Schmidl will send the changes to TA Rollins for updating and suggests they update the revision footnotes with tonight's date and remove all other revision footnotes.

Any Other Business

The next Planning Board meeting is scheduled for Monday January 16, 2023 at 6:30 p.m.

In February, they will have their Public Hearing regarding the proposed changes they've made to the Subdivision Regulations document.

Adjournment

Jeff Blanchard **motioned** to adjourn the meeting. John Herbert **seconded** the motion and the Board adjourned at 7:18 p.m.

**Respectfully Submitted,**  
**Jennifer L. King**  
**Recording Secretary**